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**MINUTES OF THE ORDINARY MEETING OF ROUS COUNTY COUNCIL HELD  
WEDNESDAY, 19 OCTOBER 2022 AT ADMIN OFFICE, 218-232 MOLESWORTH  
STREET, LISMORE**

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The Chair opened the meeting at 10.03 am.

In attendance:

Voting Committee:

- Cr Rod Bruem, Ballina Shire Council
- Cr Sharon Cadwallader, Ballina Shire Council (Deputy Chair)
- Cr Andrew Gordon, Lismore City Council
- Cr Sandra Humphrys, Richmond Valley Council
- Cr Michael Lyon, Byron Shire Council
- Cr Robert Mustow, Richmond Valley Council
- Cr Sarah Ndiaye, Byron Shire Council (*arrived 10.13am*)
- Cr Big Rob, Lismore City Council

Council Staff:

- Phillip Rudd, General Manager
- Adam Nesbitt, Group Manager Operations
- Andrew Logan, Group Manager Planning and Delivery
- Helen McNeil, Group Manager People and Performance
- Geoff Ward, Group Manager Corporate and Commercial
- Guy Bezrouchko, Project Manager – Relocation and Properties
- Jonathan Patino, Finance Business Partner
- Kirralee Donovan, Water Sustainability Officer (*for Item 10.2*)
- Noeline Smith, Minute Taker
- Luka Taylor, IT Support

Other attendees (via 'Teams'):

- Richard Watkinson (Thomas Noble and Russell, on behalf of the Audit Office of NSW) to present on the *Annual Financial Reports and Audit Report for the year ending 30 June 2022* report – Item 9.4

Apologies

- Nil.

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**1 ACKNOWLEDGEMENT OF COUNTRY**

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*Council showed its respect and acknowledged the Traditional Custodians of the Land, of all Elders, on which this meeting took place.*

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**2 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

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**RESOLVED** (Cadwallader/Rob) that the Minutes of the Ordinary Meeting held 17 August 2022 be accepted as presented.

<b>Confirmation of Minutes of previous meeting (Resolution)</b>		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow and Cr Big Rob	7
Against	None	0
Conflict of Interests	None	0
Abstain	None	0
<b>Carried</b>		

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### **3 DISCLOSURE OF INTEREST**

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Nil.

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### **4 CHAIR'S MINUTE - HER MAJESTY QUEENS ELIZABETH II**

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**RESOLVED** (Mustow/Cadwallader) that Council receive and note the Mayor's Minute as presented.

#### FORESHADOWED MOTION

Cr Cadwallader that Council acknowledges the visit by the Anglican Archbishop of Canterbury, Justin Welby, who visited Lismore and the Northern Rivers area following the devastating March 2022 floods. The Archbishop's visit was very much appreciated by the community. It would be appropriate for Rous to send a card of appreciation.

<b>Chair's Minute - Her Majesty Queens Elizabeth II (Resolution)</b>		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow and Cr Big Rob	7
Against	None	0
Conflict of Interests	None	0
Abstain	None	0
<b>Carried</b>		

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### **5 NOTICES OF MOTION / QUESTIONS WITH NOTICE**

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Nil.

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### **6 GENERAL MANAGER REPORTS**

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#### **6.1 Council Meeting Schedule 2023**

**RESOLVED** (Rob/Cadwallader) that Council determine its meeting schedule for 2023 with meetings to be held on the third Wednesdays commencing 10.00am at the Rous County Council Administration Office on: 15 February ; 19 April ;21 June;16 August ; 18 October; and 13 December.

<b>Council meeting schedule 2023 (Resolution)</b>		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow and Cr Big Rob	7
Against	None	0
Conflict of Interests	None	0
Abstain	None	0
<b>Carried</b>		

## 6.2 Review of Organisation Structure

**RESOLVED** (Rob/Cadwallader) that Council endorse the organisation structure as referenced in the body of the report.

<b>Review of organisation structure (Resolution)</b>		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow and Cr Big Rob	7
Against	None	0
Conflict of Interests	None	0
Abstain	None	0
<b>Carried</b>		

## 7 GROUP MANAGER CORPORATE AND COMMERCIAL REPORTS

### 7.1 Quarterly Budget Review Statement for the quarter ending 30 September 2022

**RESOLVED** (Lyon/Bruem) that Council note the results presented in the Quarterly Budget Review Statement as at 30 September 2022 and authorise the variations to the amounts from those previously estimated.

*Cr Ndiaye arrived 10.13am during consideration of the above report.*

<b>Quarterly Budget Review Statement for the quarter ending 30 September 2022 (Resolution)</b>		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Conflict of Interests	None	0
Abstain	None	0
<b>Carried</b>		

### 7.2 Declassification of Business Activity from Financial Statements

**RESOLVED** (Bruem/Lyon) that:

1. Council declassify the business activities of Land development and Commercial properties.

2. The declassification be effective from 1 July 2022.
3. Following declassification, only Water activities will be reported in the Special Purpose Financial Statements.

<b>Declassification of Business Activity from Financial Statements (Resolution)</b>		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Conflict of Interests	None	0
Abstain	None	0
<b>Carried</b>		

### **7.3 Retail Water Customer Account Assistance**

**RESOLVED** (Cadwallader/Gordon) that Council in accordance with section 356 (1) of the *Local Government Act 1993* and its 'Retail Water Customer Account Assistance' policy, approve financial assistance as listed in Table 1 of the report.

<b>Retail water customer account assistance (Resolution)</b>		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Conflict of Interests	None	0
Abstain	None	0
<b>Carried</b>		

### **7.4 Late Report: Annual Financial Reports and Audit Report for year ended 30 June 2022**

**RESOLVED [68/22]** (Cadwallader/Rob) that Council:

1. In accordance with section 413 (2c) of the *Local Government Act 1993* and clause 215 of the *Local Government (General) Regulation 2005*, adopt the 2021/22 Audited Financial Reports and "Statement by Councillors and Management" for both the General-Purpose Financial Reports and the Special Purpose Financial Reports, with the Chairperson and Deputy Chairperson delegated to sign on behalf of Council.
2. Note that public notice for the presentation of the draft 2021/22 Financial Reports was issued on Wednesday, 12 October 2022 and invited both inspection and submissions.
3. Forward a copy of the 2021/22 Audited Financial Reports to the Office of Local Government.
4. Present the 2021/22 Audited Financial Reports to the public at Council's 19 October 2022 meeting.

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## 8 GROUP MANAGER PLANNING AND DELIVERY REPORTS

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### 8.1 Deferral of Developer Contributions: The Buttery

**RESOLVED** (Ndiaye/Cadwallader) that Council, under clause 2.5 of Council's Development Servicing Plan for Bulk Water Supply 2016, approve the deferral of the Rous County Council developer contributions, payable by *The Buttery Limited* in relation to their proposed water service connection.

<b>Deferral of developer contributions: The Buttery (Resolution)</b>		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Conflict of Interests	None	0
Abstain	None	0
<b>Carried</b>		

### 8.2 Adoption of Rous Regional Demand Management Plan 2023-2026

**RESOLVED** (Bruem/Cadwallader) that Council:

1. Receive and note the 33 public submissions lodged during the public exhibition period outlined in the report.
2. Adopt the '*Rous Regional Demand Management Plan (2023-2026)*' and the supporting document that provides background information to the Plan, '*Regional Demand Management Plan Review and Update - Background Information and Recommended Plan Components*' as presented at Council's workshop held on 20 July 2022.

<b>Adoption of Rous Regional Demand Management Plan 2023-2026 (Resolution)</b>		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow and Cr Big Rob	7
Against	Cr Sarah Ndiaye	1
Conflict of Interests	None	0
Abstain	None	0
<b>Carried</b>		

### 8.3 Establishing an Engagement Space at the Molesworth Street premises

**RESOLVED** (Rob/Cadwallader) that Council:

1. Agree to not sub-let the former NRMA space on Level 2 Molesworth Street for the remainder of Rous' approximate 18 months on the site.
2. Approve the use of a portion of the budget allocation for the former RCEIC for 2022/23 to establishing this new space in the shopfront area on Level 2 as an engagement space across Rous's respective service delivery areas.

<b>Establishing an engagement space at the Molesworth Street premises (Resolution)</b>		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Conflict of Interests	None	0
Abstain	None	0
<b>Carried</b>		

## **9 INFORMATION REPORTS**

### **9.1 Investments - September 2022**

**RESOLVED** (Lyon/Ndiaye) that the report be received and noted.

<b>Investments - September 2022 (Resolution)</b>		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Conflict of Interests	None	0
Abstain	None	0
<b>Carried</b>		

### **9.2 Demand Management Status Report and Scorecard 2021/2022**

**RESOLVED** (Cadwallader/Bruem) that Council receive and note:

1. The progress and outcomes of demand management deliverables for the 2021-2022 financial year (final year of the current plan) including budget expenditure.
2. Successes, challenges, and learnings of the Regional Demand Management Plan 2019-2022.

<b>Demand Management Status Report and Scorecard 2021/2022 (Resolution)</b>		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Conflict of Interests	None	0
Abstain	None	0
<b>Carried</b>		

## **10 CLOSE OF BUSINESS**

There being no further business the meeting closed at 12.06 pm.